

AMERICANS WITH DISABILITIES ACT

The New Jersey State Association of Chiefs of Police has been monitoring the ADA and its impact on law enforcement, especially the aspect of hiring police officers.

For the hiring process, the applicant must satisfy the prerequisites such as education, experience and skills.

With regard to skills, the applicant must be able to perform the essential functions of the position and perform with or without "reasonable accommodation." We have listed a sample of the "Essential Functions of a Police Officer."

ESSENTIAL FUNCTIONS OF A POLICE OFFICER

- 1) Walk, sometimes for long period of time, in extreme weather conditions, in physically hazardous locations.
- 2) Run, sometimes sprinting at a high rate of speed for a short distance, in extreme weather conditions, in physically hazardous locations.
- 3) Ascend or descend stairs.
- 4) Climb over, pull up over and jump over obstacles.
- 5) Jump down from elevated surfaces or areas.
- 6) Climb or crawl through openings.
- 7) Crawl under obstructions or in confined areas.
- 8) Balance on uneven or narrow surfaces.
- 9) Use body force to gain entrance or break through barriers.
- 10) Push objects, vehicles or persons.
- 11) Pull objects or persons.
- 12) Lift and carry objects or persons.
- 13) Must stand for extended periods of time.
- 14) Employ defensive tactics, using balance, leverage, concentration of power and opponent's power.
- 15) Must be able to swim.
- 16) Operate a motor vehicle, during the day or at night, in emergency situations, at high rates of speed, on the open road or in congested traffic, in unsafe conditions caused by factors such as fog, smoke, rain, ice or snow.
- 17) Detain individuals.
- 18) Stop suspicious individuals and vehicles.
- 19) Pursue fleeing suspects, in a vehicle or on foot.
- 20) Disarm persons.
- 21) Restrain or subdue resisting suspects.
- 22) Effectuate a full physical custody arrest, forcibly if necessary, using handcuffs and other restraints.
- 23) Conduct visual and audio surveillance.
- 24) Perform law enforcement patrol functions, on foot or in a vehicle.

ESSENTIAL FUNCTIONS OF A POLICE OFFICER (cont.)

- 25) Issue summonses.
- 26) Direct traffic, sometimes for long periods of time, using hand signals, flares, barricades, etc.
- 27) Observe, record, recall, and report incidents and information.
- 28) Operate radar equipment.
- 29) Administer field sobriety tests.
- 30) Operate a fire extinguisher.
- 31) Fingerprint, photograph and videotape individuals, objects and scenes.
- 32) Transport citizens, prisoners, and committed mental patients, using handcuffs and other restraints, when appropriate.
- 33) Must adapt to rotating shifts and irregular working conditions.
- 34) Maintain mental alertness and readiness to act, even during periods of calm and inactivity.
- 35) Identify, collect, label, and preserve evidence.
- 36) Secure the scene of a crime, emergency or disaster.
- 37) Stand guard at the scene of a crime, emergency or disaster to prevent damage, loss or injury.
- 38) Control crowds.
- 39) Secure and evacuate persons from particular areas, using either verbal commands or the appropriate degree of physical force.
- 40) Perform rescue and support functions at the scenes of accidents, emergencies and disasters.
- 41) Administer emergency first aid.
- 42) Physically check buildings, including doors and windows, to insure they are secure.
- 43) Remediate hazardous conditions by direct action or notification of appropriate authority or agency.
- 44) Perform searches of people, vehicles, buildings and large outdoor areas, which may involve seeing, feeling and detecting objects, and walking for long periods of time.
- 45) Search for missing, wanted or lost persons and evidence.
- 46) Load, unload, aim and fire a handgun and shotgun in day and night conditions from a variety of body positions at the proficiency level required by qualification standards.
- 47) Process arrested persons, which includes examining documents, communicating verbally and eliciting and recording information.
- 48) Understand and follow orders, policies and procedures.
- 49) Accept direction and function cooperatively as one member of a unit.
- 50) Communicate effectively, verbally and in writing, detailing incidents and activities of those involved.
- 51) Prepare written investigative and other reports, including sketches, using appropriate grammar, symbols and mathematical computations.
- 52) Read and comprehend legal and non-legal documents, including the preparation and processing of documents such as summonses, affidavits and warrants.
- 53) Communicate effectively and coherently over telephone, walkie-talkie, or radio, initiating or responding to verbal communications.
- 54) Communicate effectively in court and in other formal settings.
- 55) Communicate effectively with people, including juveniles, by giving information and direction, by eliciting information and by advising of rights, processes and procedures.
- 56) Communicate effectively with individuals in an agitated or distraught condition.